



Margaret Mead Elementary  
1725 216th Ave. N.E., Sammamish, WA 98074

Safe Arrival/Attendance (425) 936-2631  
School Phone (425) 936-2630

## BOD Meeting Minutes

**September 20, 2018**

Mission: Partnering with staff and families to create a safe, healthy and inclusive learning environment to provide an enjoyable and positive school experience.

Goals: Support the mission statement using:  
effective communication, connecting community, financial support & fiscal responsibility.

Call to order by Molly Hylan at 7pm.

### President Report:

**Molly Hylan & Suzy Khendry**

- August Minutes: It was agreed that we would amend the August Minutes & Motion #2 from August to correct the wording "by \$8,800" to read "to \$8,800" prior to approving the August Minutes.
- August Minutes approved.
- Mission, Goals & Standing rules: no one has any amendments to make.
- Council Meeting update from Suzy: Feb 22<sup>nd</sup> Luncheon, Student Assembly Grant (relevance for FACE), PTA and the Law will be attended by Mitchell.
- Scholarship Basket: This is a compulsory Lake Washington scheme. Baskets are auctioned off to pay for college scholarships. Suzy will send out a wish list for donating items for the basket.
- Facebook and other official PTSA communications: Postings should be informational, but cannot be advertising i.e. you can state that someone has supported the PTSA and thank them for it, but you cannot say they are the best, loved etc.
- PTSA Safe: Please notify Mitchell if you place any checks/money in there so that it can be dealt with ASAP. Consideration is being given to obtaining a bigger safe for coin heavy deposits.
- School Supply Box Feedback: There were some teething issues e.g. extras not required by teachers (old supply lists?) were sent, some non-brand items were included that are inferior in quality, there was no opportunity for the children to label their items. Comprehensive teacher feedback will be requested this week via a survey so we can decide whether to sign up for next year (and obtain a greater discount).

### Treasurer Report:

**Mitchell Almaguer-Bay**

- Review of financials: at the moment we have membership income, back to basics income and few expenses, which explains the higher balance.
- Grant for sound cancelling headphones – The grant request from Stacy Boumenot was partially approved. 35 pairs of headphones to be purchased now. Usage/quality can be reviewed in December, at which time we can consider if further headphones should be purchased.

### Committee Reports:

- Legislative: Sharon Mason
  - Nothing new to report.
- Volunteer: Pauline Cooper
  - Volunteer lists will be sent out to committee chairs.
  - The online sign up should be turned off as it will no longer be checked.
  - Anyone new wishing to volunteer will now email Pauline.
  - Some volunteers did sign up on the paper lists at curriculum night, so it may be worth using future events such as Dads and Donuts to tap approach potential volunteers.
  - Discussion regarding difficulty of implementing schemes such as 'Watchdogs' and '3 for me'.
- FACE: Wendy Bragalone & Adrienne Oliphant
  - Operation Give Back – We may run a Halloween candy collection for this. This could potentially be done in addition to the existing candy collection for the PTSA gingerbread house contest.
  - Thank you notes – Notes were passed around for signature. These will be distributed to neighbors of Margaret Mead particularly affected by all the car parking at special events/during the school year.
  - New families - District wide events should be enquired about and advertised.
  - Room parents – it was discussed again that this resource should be used to connect parents to the PTSA.
- Emergency Prep: Antoinette Haynes
  - Status update: The food/water requirements are determined based on a 3 day formula. We are well stocked, but there are some shortages that need to be addressed. The District will provide food water to schools on a rotating schedule. This will last 5 years. We are due to receive our allotment in 2020. Currently we have 325 food bars (each bar 12 servings), but we are 136 bars short and other bars will expire this year/next year. We are 500 pouches short on water. We need to be sure we have these stocked to fill the time between our district purchase and now. Budget conscious options for this 2 year shortfall (that could then be repurposed for end of year events) are being considered. Thought is also being given to allergies as the bars contain gluten and coconut. We should also consider how to move supplies to new evacuation area.
- Membership: Micha Sorensen & Pam Piggott
  - Status update: 333 paid members and 40 memberships donated.
  - Advertising: There will be a membership booth at the Ice Cream Social. There was a discussion regarding how to make clear the PTSA's relevance to the school to encourage more participation. Better/more frequent PTSA branding was a key theme.
- Enrichment: Ashley Arrington
  - Outside vendors: The availability of space for language classes and Small Hands on Art was discussed. Interest for outside vendor options should be gained via a survey.
- Fundraising: Viivi Vanderslice & Allison Eidinger
  - Current ticket sales - 90 sold, 20 fully sponsored teacher tickets, 110 left to go. Teachers have had some problems obtaining tickets using the teacher code.
  - Teachers have asked for clarification on the class projects and what is required of them.
  - Spirit week & bulletin board - Classes will be rewarded for reaching 60% participation in fundraising during spirit week, whether through auction sales or donations. Prior purchases/donations will be credited. To assist with ease of donations, the generic

donation button on the PTSA website will not allow users to donate, but will redirect to the auction donating link.

- Additional funds are required. Information has been submitted to Molly.
- A 1-2 sentence summary of the auction, confirming that this is the year's fundraiser and it is in place of the Mead Stampede can be sent to Sandy for dissemination to the teachers. The teachers will then be invited to include this in their weekly reports to parents.
- **Communications:** Sharon Wu & Heather Gibbons
  - Mustang Report open rate – currently 47-50%, so higher than last year.
  - Get updates to Heather by Friday.
  - PTSA communications on Facebook should go through the communications team and/or be approved by Molly/Suzy.
  - Sharon will look at making amendments to volunteer sign up and payments on the website as discussed.

**Principal & Staff Representatives Report:**

**Sandy Klein**

- Mead Demographics - About half of the student body is from outside the USA. A video is being produced on how schooling works/is different in the USA.

**Upcoming Events:**

September

20 – Board meeting 7pm Library

24-28 – Spirit week

27 – Ice Cream social 6-7pm Gym

October

4 – Disability assembly (AM)

5 – Popcorn

15,16,18 – ½ day , New book fair

19 – No School

25 – Board meeting 7pm Library

24, 25 – Picture day

26 – Dudes and Donuts 8:30am

26 – Box Tops due

November

2 – Popcorn

10 – Auction 5:30pm

12 – No school

15 – Health Screening – Library

21 – ½ Day

22,23 – No School

29 – General Membership Meeting 8:55am

29 – Math Challenge 6:30pm

Adjourn: 8.34pm